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**NINETY-NINTH REPORT**


*American Printing House  
for the Blind*

**INCORPORATED**

**LOUISVILLE, KENTUCKY**

**For the Year Ending**

**June 30, 1967**



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NINETY-NINTH REPORT

of the

BOARD OF TRUSTEES

of the

**AMERICAN PRINTING HOUSE  
FOR THE BLIND  
INCORPORATED**

Louisville, Kentucky

For the Year Ending June 30, 1967

Mr. Robert L. Huckins, Director, Division of Pupil Personnel Services, South Dakota State Department of Public Instruction, Pierre, South Dakota.

Mr. D. A. Hutchinson, Superintendent, Indiana School for the Blind, Indianapolis, Indiana.

Mr. Stanley E. Jackson, Director of Special Education, District of Columbia Public Schools, Washington, D. C.

Mr. Herbert D. Jeffrey, Superintendent, North Dakota School for the Blind, Grand Forks, North Dakota.

Mr. Frank Johns, Jr., Superintendent, The Oakhill School, Hartford, Connecticut.

Mr. W. Lee Jones, Superintendent, Georgia Academy for the Blind, Macon, Georgia.

Miss Martha Jordan, Associate State Supervisor of Visually Handicapped, North Carolina State Department of Public Instruction, Raleigh, North Carolina.

Mr. Vahram Kashmanian, Director of Educational Services, New Jersey Commission for the Blind, Newark, New Jersey.

Miss Elinor H. Long, Supervisor for the Visually Handicapped, Bureau of Special Education, Pennsylvania State Department of Public Instruction, Harrisburg, Pennsylvania.

Mr. William J. McClure, President, Florida School for the Deaf and the Blind, St. Augustine, Florida.

Mr. William J. McConnell, Superintendent, Virginia School at Hampton, Hampton, Virginia.

Mr. Guy J. Marchisio, Chief of Children's Services, Connecticut State Board of Education and Services for the Blind, Wethersfield, Connecticut.

Mr. Samuel D. Milesky, Supervisor, Schools for the Deaf and Visually Handicapped, Wisconsin State Department of Public Instruction, Madison, Wisconsin.

Mr. Raymond S. Myers, Consultant, Education of Visually Handicapped, Oregon State Department of Education, Salem, Oregon.

Dr. R. L. Ohlsen, Jr., Superintendent, Kansas School for the Blind, Kansas City, Kansas.

Mr. Maurice D. Olsen, Coordinator, Instructional Materials Center, New York State Department of Education, Albany, New York.

Mr. David W. Olson, Principal, Overbrook School for the Blind, Philadelphia, Pennsylvania.

Mr. D. W. Overbeay, Superintendent, Ohio State School for the Blind, Columbus, Ohio.

Mr. Egbert N. Peeler, Superintendent, The Governor Morehead School, Raleigh, North Carolina.

Mrs. Anna C. Perry, Director of Education, Royer-Greaves School for the Blind, Paoli, Pennsylvania.

Mr. Donald J. Pickering, Consultant for the Visually Handicapped, Iowa State Department of Public Instruction, Des Moines, Iowa.

Mr. J. R. Pope, Director, Unit for Blind Multihandicapped Children, Murdoch Center, Butler, North Carolina.

Mr. Edward W. Reay, Superintendent, Idaho State School for the Deaf and the Blind, Gooding, Idaho; also representing Idaho State Department of Public Instruction.

Mr. Ettore G. Rosati, Supervisor, Education of the Blind, Rhode Island State Department of Education, Providence, Rhode Island.

Mr. Leland C. Sanborn, Superintendent, New York State School for the Blind, Batavia, New York.

Mr. Joe R. Shinpaugh, Superintendent, Virginia School for the Deaf and the Blind, Staunton, Virginia.

Mr. Eldon E. Shipman, Superintendent, West Virginia Schools for the Deaf and the Blind, Romney, West Virginia.

Mr. H. Smith Shumway, Director, Services for Visually Handicapped, Wyoming State Department of Education, Cheyenne, Wyoming.

Mr. J. D. Sneed, Superintendent, New Mexico School for the Visually Handicapped, Alamogordo, New Mexico; also representing New Mexico State Department of Education.

Mr. Harry M. Talbot, Superintendent, Missouri School for the Blind, St. Louis, Missouri; also representing Missouri State Department of Education.



Dr. E. W. Tillinghast, Superintendent, Arizona State School for the Deaf and Blind, Tucson, Arizona; also representing Arizona State Department of Education.

Mr. Armin G. Turechek, Superintendent, Colorado School for the Deaf and Blind, Colorado Springs, Colorado.

Mr. Melvin Voxland, Superintendent, Minnesota Braille and Sight Saving School, Faribault, Minnesota.

Dr. William Laurens Walker, Superintendent, South Carolina School for the Deaf and the Blind, Spartanburg, South Carolina.

Dr. Edward J. Waterhouse, Director, Perkins School for the Blind, Watertown, Massachusetts.

Mr. Charles W. Watson, Chief, Bureau for Physically Exceptional Children, California State Department of Education, Sacramento, California.

Mr. Herbert J. Wolfe, Superintendent, Maryland School for the Blind, Baltimore, Maryland.

Mr. William J. Wood, Educational Diagnostician, Clover Bottom Hospital and School, Donelson, Tennessee.

Mr. Charles C. Woodcock, Superintendent, Oregon School for the Blind, Salem, Oregon.

Mr. J. M. Woolly, Superintendent, Arkansas School for the Blind, Little Rock, Arkansas; also representing the Arkansas State Department of Education.

Following the luncheon, President J. McFerran Barr opened the meeting, and on behalf of the Corporate Board formally welcomed the Ex-officio Trustees to the 1967 Annual Meeting and expressed appreciation for their continued interest and helpfulness in administering the affairs of the institution.

After introducing the Corporate members of the Board of Trustees, Mr. Barr asked that each person present stand and announce his or her name and position held in the field of education of the blind.

The Reports of the President, Publications Committee, Educational Research Committee, Tangible Apparatus Committee, and the Vice-President and General Manager were read and, upon motions duly seconded and passed, were approved and ordered published in this Annual Report as listed on pages 7, 11, 22, 24, and 26.

Miss Elinor H. Long, on behalf of the Nominating Committee, consisting of Mr. Charles W. Watson, Mr. Armin Turechek and herself, placed in nomination the names of the following Ex-officio Trustees, who were duly seconded and elected:

*Publications Committee:*

Miss Marjorie J. Frye — Chairman — for 1 year

Claude A. Stanton — for 5 years (Exp. 1972)

*Educational Research Committee:*

W. Lee Jones — Chairman — for 1 year

Vahram Kashmanian — for 1 year (Exp. 1968)

D. A. Hutchinson — for 5 years (Exp. 1972)

*Tangible Apparatus Committee:*

Elinor H. Long — Chairman — for 1 year

Byron Berhow — for 4 years (Exp. 1971)

Mrs. Ruth H. Carpenter — for 5 years (Exp. 1972)

Mr. Barr mentioned that it had been called to his attention that Mr. Egbert N. Peeler, (Superintendent, Governor Morehead School, Raleigh, North Carolina), Mr. E. H. Gentry, (President, Alabama Institute for the Deaf and the Blind, Talladega, Alabama), and Mr. W. Crabin Gill, (Superintendent of the Louisiana School for the Blind, Baton Rouge, Louisiana) were planning to retire prior to the Annual Meeting in 1968. He expressed appreciation for their many years of service in the field of education and work for the blind, and wished them continued good health and much happiness in their retirements.

There being no further business, the meeting adjourned at 2:45 p.m.

Respectfully submitted,

FINIS E. DAVIS, *Secretary*

## REPORT OF THE PRESIDENT

October 24, 1967

It is my pleasure, at this time, to formally welcome you to the 1967 Annual Meeting of the Board of Trustees of the American Printing House for the Blind. Speaking for the entire Corporate Board, I extend to you our appreciation for your interest and helpfulness in administering the affairs of the institution. We are grateful for your continued increase in attendance at these meetings, and assure you that one of the privileges of membership on the Board is the annual opportunity to meet with our professional colleagues, renewing old friendships and making new ones, and, most importantly, drawing from each of you knowledge and inspiration for the common benefit of the Printing House. Thank you for being with us today.

In reporting to you on the activities of the Printing House, I am happy to say that the past year has shown a continuation of the steady growth of the institution which has been so apparent for the past two decades. Specifically, the value of products distributed during fiscal 1967 amounted to \$2,818,000, an increase of approximately \$213,000 (or 8.17%) over 1966. The Annual Audit also shows a decrease, for the first time in many years, in the total value of finished-goods inventory in the amount of \$51,000. It is the hope of your Local Board that this indicates that we have at last reached the place where, in order to have textbooks and other educational materials available for immediate delivery on order by the schools and classes, it will not be necessary to continue to drastically escalate the amount of finished materials in stock, as has been true for the past several years.

Last year, I made note of the expansion in the wording of the law governing the Library of Congress service to the blind, which now includes, not only the so-called legally blind, but also any individual with physical handicaps which make it difficult or impossible to read conventional print. The increase in the Library's activities has come, obviously, primarily in their Talking Book services, and they are doing an excellent job in meeting the new needs. In anticipation of the increased demand the



Library would place on our Talking Book facilities, all phases of this operation have been renovated, expanded and even automated, as necessary. Presently, we are producing 45,000 to 50,000 records a week as compared with 30,000 to 35,000 a week a year ago. While the expansion and renovation process was going on, equipment was provided and procedures developed to meet the expected need for 8-1/3 rpm records, which we shall start producing with the January, 1968 issues of our own recorded editions of *The Reader's Digest* and *Newsweek Magazine*. Additionally, I should like to report that, beginning with the October, 1967 issue we are publishing our first foreign-language Talking Book Magazine (for the Library of Congress) — *Selecciones del Reader's Digest* (the Spanish *Digest*).

Mentioned in last year's report was our interest in expansion of our educational research efforts, with consideration of the possibility of becoming affiliated with an institution of higher learning. Exploration of this latter idea uncovered a series of complications that made it undesirable at this time. Progress has been made, however, in plans toward expansion of our educational research and development efforts in directions highly relevant to APH purposes and goals. By closely coordinating educational research activities with the educational development efforts of our new Instructional Materials Center, it appears possible the Printing House may be able to increase significantly the varieties of materials necessary to education which are specifically designed to fit the needs and capabilities of visually handicapped children.

Production is moving along on a new variable-speed phonograph turntable. The design and testing of this unit was done with the assistance of the E. F. Andrews Foundation of Chicago. The development involved a modification of the motor and turntable-drive of the special 8-1/3 rpm unit which is used in our own Talking Book reproducers, thus making possible a turntable speed continuously variable from 8-1/3 to 45 rpm. This variability of turntable speed will be a great boon to many users of Talking Books who prefer to play recorded materials at faster than normal speed in order to increase their reading rates.

The Materials Instruction Center, established last year under a Federal Grant, is progressing well. In addition to preparing



suitable space for the Department, a Director, Consultant for Development and Evaluation, and a Project Engineer have been recruited, as well as necessary clerical staff. Work is progressing on listing the entire 30,000 entries in the Central Catalog of Volunteer-Produced Textbooks on computer cards for fast and easy reference, with the possibility of also being able to provide a printed listing of these entries, rather than having just a card catalog for reference purposes.

Two computer projects related to Braille translation are currently in process. The first is the development of a program to translate mathematical and scientific materials in accordance with "The Nemeth Code of Braille Mathematics and Scientific Notation." The other, in cooperation with the Sensory Aids Research and Development Center at the Massachusetts Institute of Technology, and the Library of Congress, is designed to produce both a Braille book and a Braille magazine, using the computerized Braille Translation System at the Printing House.

Last year I called your attention to the expected effects on the cost structure of the Printing House because of increases in the Federal Minimum Wage Law. The first increase became mandatory on February 1st of this year, although the Printing House had already met the increase in December, 1966. In anticipation of the increase from \$1.40 to \$1.60 an hour, which becomes law on February 1, 1968, half of the necessary increase in wages was instituted last June, and the rest will be put into effect this December, again well in advance of the legal requirements. So far, it has been possible to maintain present catalog prices, through improvements in production procedures, new and better equipment, large runs of production, and the like, but the large increases in wages over-all will probably mean some advances in catalog prices in the near future. Announcements on this point, and publication of new catalogs, will be made as soon as necessary price increases can be determined. We hope we can hold the advances to a minimum.

A number of years ago, a series of service awards were set up for our staff and employees, beginning at 20 years, and made in intervals of five years. Early next month, 42 such citations will be made at an award dinner — 20 for 20 years of service, 15 for 25 years, 1 for 30 years, 2 for 35 years, 1 for 40 years, and

3 for 45 years. Additionally, I am happy to report that 48 per cent of our total employees are participating in our Savings, Insurance and Retirement Plan. It is a source of keen satisfaction to your Board that so many of our staff and employees find such satisfaction in their work at the Printing House.

In closing, I extend my gratitude to the members of the Corporate Board and Ex-officio Trustees for their help and guidance in the administration of the affairs of the American Printing House; to Mr. Davis congratulations on twenty years of leadership and service as our administrative officer; and to our staff and employees appreciation for their loyalty and service.

Respectfully submitted,

J. McFERRAN BARR, *President*

# REPORT OF PUBLICATIONS COMMITTEE

October 24, 1967

The annual fall meeting of the Publications Committee of the American Printing House for the Blind convened at 9:15 a.m., October 21, 1967, in the Conference Room, American Printing House for the Blind, Louisville, Kentucky, with the following present:

## PUBLICATIONS COMMITTEE

Charles W. Watson, Chairman  
Marjorie J. Frye  
Ettore Rosati  
J. D. Sneed  
Herbert J. Wolfe

## AMERICAN PRINTING HOUSE FOR THE BLIND

F. E. Davis, Vice-President and General Manager  
Marjorie S. Hooper, Editor  
Carl W. Lappin, Textbook Consultant  
Mrs. Dorothy Bryan, Asst. Editor-Field Representative  
Ralph McCracken, Asst. Editor-Field Representative  
Virgil E. Zickel, Plant Manager  
Carson Y. Nolan, Director of Educational Research  
Jane T. Kent, Office Manager  
Hazel V. Maffet, Fund-Raising and Magazine Circulation  
Annette Bettinger, Asst., Instr. Materials Ref. Center  
June E. Morris, Associate in Educational Research

Some 40 guests were in attendance throughout the day and were often actively involved in the discussions as the Publications Committee considered different items making up its agenda.

Mr. Davis welcomed the Committee and the numerous guests in attendance. He expressed his pleasure and that of the staff in having so many ex-officio trustees and others attending the meeting of the Publications Committee. He emphasized the benefit that accrues to the Committee and to the Printing House through having the wide experience and professional knowledge of those present contribute to the deliberations of the Committee.

Looking over the year since the Committee had last met, Mr. Davis called attention to a number of further improvements at the Printing House including those of additional space and equipment. He gave a current picture of sales for the year and indicated that all departments were running ahead of last year. The finished-goods inventory was essentially that of last year, although this had been accomplished by writing off some \$50,000 as of June 30, 1967.

Mr. Davis indicated that catalog prices have not had to be raised in the last 8 to 10 years, due in part to better methods of production, enlarged facilities, and new, improved equipment. He noted however, that catalog prices will probably have to be increased before too long as the result of mounting costs arising from compliance with the Federal minimum wage requirements which will occur early in 1968.

Following this brief overview the meeting was then turned over to the chairman of the Publications Committee. The chairman expressed the pleasure of the Committee to Mr. Davis in having the review of recent developments at the Printing House. He also observed that the Committee welcomed the splendid attendance of the Printing House staff on whom the Committee relies so heavily in its work. The presence of so many guests was encouraging to the Committee, and their active participation in the deliberations of the Committee throughout the day was solicited.

Note was taken of the advance distribution to the Committee of the report of the Editor, Miss Marjorie Hooper, for their study prior to the meeting of the Committee. On behalf of the Committee he thanked Miss Hooper for this thoughtfulness and for the extent and thoroughness of the report.

Upon the chairman asking Miss Hooper to take up the formal presentation of her report, Mr. Davis raised the question as to whether that portion dealing with large type production matters should not be considered first inasmuch as it would have a bearing on other portions of the Committee's work. This suggestion was welcomed by the Committee and Miss Hooper proceeded to that portion of her report first. During the presentation and the discussion engendered, the following points were established:



1. The APH staff over the last several months have been canvassing various ways to make large type materials more readily available. Seemingly the only way to produce a wider variety of material in reduced quantity lies in relaxing current quality standards, including those of color, which have been so persistently urged by the field over recent years. The Printing House, understandably, is loath to do this unless there is general support for it.

2. The basic problem, relative to the Printing House, springs from the fact that the present quality process is a long, tedious and expensive undertaking. The main cost lies in the plate-making which requires a minimum printing of approximately 200 copies to keep the over-all price within reason. Such runs usually result in an unwarrantedly large finished stock inventory which often moves slowly and sometimes scarcely moves at all. In this latter event, of course, there is a serious write-off problem.

3. The Printing House has been experimenting with a so-called "short-run" plate-making process which would permit keeping within current catalog prices even with runs of 50 to 100 copies or so. This "blow-up," "paper-plate" process does not afford the nicities of (1) equal size type throughout the book, (2) a reasonable size of page, (3) touch-up of defective type and illustrations, (4) evenness of reproduction, (5) good contrast of printing and paper, et cetera.

4. The inventory problem, substantially created by the large type materials, would be greatly reduced if the Printing House could (1) advertise all large type books before starting production and (2) obtain firm orders in advance of starting production. Of course, this would not provide for an open-stock catalog. Also, firm orders would need to be in hand before February 1 in order to assure August 15 deliveries. Then, too, prices would have to be raised proportionately in firm orders below a hundred copies for a given title. Of course, it is difficult now for the public schools, in particular, to project their textbook needs before the middle of May for the next school year starting in September. It would be almost impossible for them to do so by February 1.

5. Members of the Publications Committee and guests ex-

amined and were favorably impressed with the samples of the APH "short-run process" and felt they were generally better than other products they have seen. A number noted, however, that there often is need for printing fewer than 50 copies of a given title. Of course, the Printing House indicated such printing runs would adversely affect the price of such titles.

6. Summarizing the extensive consideration given to the subject as covered by the foregoing, the Publications Committee directed the Printing House

- (a) to continue its regular, high-quality process for large type books in every feasible instance
- (b) to utilize the APH short-run process for 50-100 copies as APH staff can project the need for such number of copies
- (c) to urge state departments and school systems to submit firm orders as early as possible for the ensuing school year of titles not listed as open stock in the catalog
- (d) to persist in search for a reasonably good process for very small runs for a limited number copies of a given title.

Following the foregoing discussion, Miss Hooper presented her report composed of the following three main parts:

*Part (A) Summary of Production of Books Adopted,*

*October, 1966*

Part A consisted of four lists as follows:

(1) All of the 31 titles appearing on the Priority List I, promised in both Braille and Large Type for August, 1967, were delivered as promised with the exception of three for which ink-print copies from the Publishers were long delayed. These latter are now promised for early 1968 as indicated on the listing supplied by Miss Hooper.

Miss Hooper reported a disheartening lack of orders for some of the foregoing books, particularly

- (a) Workbooks for the Harper and Row Basic Reading Series
- (b) School Mathematics: Books I and II
- (c) Love and Sex in Plain Language

Two reasons suggested for the limited number of copies being ordered were:

(1) the fact that most titles could not be advertised before September 1, and (2) that APH may be getting books into production so soon after publication that their adoption history by the regular field of education is not available to assure adoptions of series and titles with proven popularity and demand.

(2) of the 15 books appearing on List II — Titles to be Published in both Braille and Large Type as time allowed, the ink-print copies for 3 titles have yet to be received from the publishers. Of the others, all but one have been delivered and this one will be available in mid-December in Braille, but not Large Type. All on List II, however, are expected to be completed in both Braille and Large Type by January, 1968.

(3) of the 18 titles appearing on List III — Titles to be Published in Braille only, all but one has been produced. In addition to these, the 7th and 8th grade Silver Burdett Public School Music Series were placed in production in both Braille and Large Type inasmuch as a great demand for them had been reported. Great disappointment exists at the Printing House because of the negligible orders received to date for these titles contrary to the urgent need reported a year earlier for supplementary materials for slow-learners.

(4) Finally, List IV, containing 34 titles for slow-learners covering American and World History, primary and elementary level reading and language, and a generalized series of two publications covering reading, writing, spelling, arithmetic, and English, were published in Large Type only since they had been produced in Braille the preceding year. They had been taken off of last year's Large Type production schedule because of lack of facilities.



*Part (B) Report on Directives or Comments Made by the  
Publication Committee, October, 1966*

(1) Letters were addressed to both the National Society for the Prevention of Blindness, and the Council for Exceptional Children, asking that they contact ink-print textbook publishers and urge them to use clearer illustrations, better and larger type, better colors in the original printing to benefit the general reader, the sighted pupils, as well as the partially seeing. Both organizations acknowledged receipt and indicated interest and support. Since no further word has been received as to actions taken or results achieved, the Committee recommended follow-up correspondence for a progress report. It was believed that the foregoing goals should be urged for textbooks at all grade levels — not just those at the pre-primary and primary levels.

(2) A second survey of the interest for the Scholastic Publications (*Junior* and *Senior*) and the American Educational Publications (*Current Events*, *Our Times*, and *Everyweek*) was made at the urging of the Committee. The American Educational Publications have been available in Braille for many years. There was a slightly larger interest in the Scholastic Publications (1291 to 1163). There was interest in having both publications provided in Braille and Large Type. The Printing House suggested providing both publications in recorded form only. After considerable discussion, the Committee asked that the American Education Publications be continued in Braille, and that the Scholastic Publications be tried in recorded media starting sometime in January. The Committee will review the subject at its next meeting relative to any needed changes. The quality of paper presently used in the two publications preclude their production in Large Type.

*Part (C) Music*

Miss Hooper reported that over the last 12 to 14 months some 5100 new Braille music plates encompassing some 146 selections had been completed ready for press. About one-half of these were for the Library of Congress and the remainder represented recommendations made by the AAIB Music Workshop. In addition some 7396 pages of works about music have been prepared. Another 1500 plates were reported as being in process of production.



Additional recommendations, embracing 86 selections and collections (mostly collections) plus 17 books about music, have been received from the recent AAIB Workshop. Going along with this development is that of the Library of Congress now undertaking an extensive program of music publishing involving a long list to the Printing House. These two demands likely will require 24 months or better to produce.

After much consideration the Committee urged a survey be undertaken, giving estimated pages and prices if possible, to determine priority of items on the recent AAIB list to be put into production over the year ahead. The Committee urged that the Library of Congress be persuaded to include as many on the AAIB list as possible in its production requests. The Committee recognizes that the Printing House will need flexibility in determining the production schedule for these materials and it expects the APH staff to use its judgment in determining priority and achieving balance in these selections. Any materials on the latest AAIB list not in production a year from now are to be reassessed before publication thereafter is to be undertaken.

The foregoing concludes the report presented by Miss Hooper. The Chairman stated the belief that the report had been well prepared, clearly presented, and extremely helpful to the Committee. He expressed his appreciation, and that of the Committee and the guests, for the excellent assistance she had thus rendered the Committee in its work.

The next item on the agenda being recommendations for publication for next year, Mr. Lappin was asked to submit those as prepared for the Committee's consideration and action. The recommendations submitted fell in two parts: List I — Priority List Promised for August, 1968 and List II—Secondary List to be published as time allows.

All titles on List I were approved by the Committee for publication in both Braille and Large Type as set forth herein. Relative to the Cub Scout Books appearing thereon, the Committee urged APH to see if the Braille edition of these could not be produced for the Library of Congress under its program. The Committee urged that these particular titles be produced in Large Type using the "short-run" process.

## LIST I

### PRIORITY LIST PROMISED BY AUGUST, 1968

NEW BASIC READERS. Robinson, et al. Scott, 1967:  
DIMENSIONS. VII.  
CHALLENGES. VIII.

ROBERT'S ENGLISH SERIES. Roberts. Harcourt, 1967:

*Texts:*

GRADE 7. VII.

GRADE 8. VIII.

*Workbooks:*

GRADE 3. III.

GRADE 4. IV.

GRADE 5. V.

GRADE 6. VI.

ADDISON-WESLEY SERIES. Johnston, et al. Addison-Wesley, 1967:

ALGEBRA. H.S.

ALGEBRA AND TRIGONOMETRY. H.S.

USING MODERN MATHEMATICS. Skeen. Singer, 1967.  
(General Mathematics). H.S.

BASIC GOALS IN SPELLING (workbook edition). Kottmeyer and  
Claus. Webster, 1968. (3rd Edition):

GRADE 2. II.

GRADE 3. III.

GRADE 4. IV.

GRADE 5. V.

GRADE 6. VI.

GRADE 7. VII.

GRADE 8. VIII.

CUB SCOUT BOOKS. Boy Scouts of America, 1967:

WOLF CUB SCOUT BOOK. III.

BEAR CUB SCOUT BOOK. IV.

WEBELOS SCOUT BOOK. V.

The Committee next took up List II, also recommended in Braille  
and Large Type, and approved it for production.

## LIST II

### SECONDARY LIST TO BE PUBLISHED AS TIME ALLOWS

Follett Social Studies Series. Follett, 1968 or 1969:

EXPLORING REGIONS OF THE EASTERN HEMISPHERE. VI.

(To be published when ink-print book received).

OUR LANGUAGE TODAY SERIES: 2-8. Conlin, et al. American Book Co., 1966-1967:

- GRADE 2. II.
- GRADE 3. III.
- GRADE 4. IV.
- GRADE 5. V.
- GRADE 6. VI.
- GRADE 7. VII.
- GRADE 8. VIII.

READER'S DIGEST NEW SKILL BUILDERS; Rev. RDA, 1967-1968:

- GRADE IV (Parts 1-2).
- GRADE V (Parts 1-2).
- GRADE VI (Parts 1-2).

(To be published as ink-print books are received).

PRINCIPLES OF SPELLING. Wallace. Lyons, 1967. IX-XII.

BIOLOGICAL SCIENCE (BSCS). Holt. H.S.

PATTERNS AND PROCESSES (slow learners). 1966.

INQUIRY INTO LIFE; rev. ed. 1968.

(To be published when ink-print book is received).

GATEWAY ENGLISH SERIES; a literature and language arts program. (High interest, controlled vocabulary). Smiley, et al. Macmillan, 1966, 1967. VII-Adult.

A FAMILY IS A WAY OF FEELING.

STORIES IN SONG AND VERSE.

WHO AM I?

COPING.

STUDENT'S MANUAL (for above 4 books)

In other action the Committee:

(1) Approved production in tape (variable speed) and Large Type: TYPING POWER DRILLS. Lloyd, et al. Gregg, 1965. H.S.

(2) Deferred for later consideration:

MODERN MATHEMATICS SERIES — GRADES II-VIII. Dean, et al. American Book Company, 1968

(3) Denied approval to the following, submitted from other sources to the Committee through Mr. Lappin:

RICKANY RECORD AND NUMBER BOOK

(The item was deemed to be not adequately suitable for the instruction of the blind)

(4) Deferred action, pending the provision of additional information, to the following, submitted from other sources to the Committee through Mr. Lappin:

A new book on the abacus

(The author has work under way on a larger abacus than

the one presently available at APH. Mr. Lappin was urged to direct a letter to the California State Department of Education providing detail and requesting it contact the author relative to his supplying APH with more information for later consideration by the Committee).

- (5) Deferred action, pending the provision of additional information on the following, submitted by Mr. William English through a communication handed to Mr. Watson prior to the meeting of the Committee:

TARGET SERIES. Marfax Company.

(Mr. Lappin was urged to contact Mr. English for additional information for the next meeting of the Committee.)

- (6) Directed Mr. Lappin, after hearing Mr. Rosati (Rhode Island), Miss Frye (Massachusetts) and Mrs. Carpenter (Georgia) report a great need for business arithmetic, to contact a representative cross-section of the schools, both residential and public, to ascertain the extent of such need and report thereon to the Committee at the next meeting along with his recommendations of such textbook if such need is reasonably confirmed. In the meantime, Mr. Lappin was asked to supply the above persons concerning any materials that may presently be available through APH Catalog of Volunteer-Produced Textbooks.
- (7) Miss Frye submitted a list of several titles for which she has need. Inasmuch as the Textbook Consultant had not been contacted relative to these titles, information essential for a decision was not available to the Committee for a decision. From the discussion it appears as though New England is in considerable need of textbooks in Large Type in the field of mathematics and language arts. Mr. Lappin was urged to pursue this subject with Miss Frye and others in that area and report to the Committee relative thereto at its next meeting.
- (8) Considerable discussion was devoted to the matter of a desk-size atlas being provided in Large Type as urged by Mr. Marchisio. Numerous difficult production problems were noted which make such an atlas rather improbable. However, further consideration is to be given to this matter. Mr. Marchisio and Mr. Rosati were asked to assist in locating a regular ink-print atlas that might lend itself especially well to such undertaking. It was clarified that production is to continue on atlases in Braille to accompany individual textbooks until some better technique of production is devised.

The chairman expressed appreciation for the fine work being done by Mr. Lappin in his difficult but highly important



role of Textbook Consultant. Appreciation was also expressed for the very able assistance rendered the Committee throughout the day by all of the APH staff in attendance.

The minutes of the October, 1966, meeting of the Committee were approved as submitted by Miss Hooper.

There being no further business to come before the Committee, the meeting was adjourned at 3:40 p.m.

Respectfully submitted,

CHARLES W. WATSON, *Chairman*

# REPORT OF THE EDUCATIONAL RESEARCH COMMITTEE

October 24, 1967

The Educational Research Committee met in the conference room at the American Printing House for the Blind on Sunday, October 22. The meeting was called to order at 1:35 P.M. by Charles C. Woodcock, Chairman. Committee members present were Mr. Edward C. Grover and Mr. Lee Jones. Printing House staff participating in the meeting were Finis E. Davis, Vice-President and General Manager, Carson Y. Nolan, Director of Research and June Morris, Educational Research Associate.

After a few brief introductory remarks by Mr. Davis, Dr. Nolan read the fiscal 1967 annual report and the committee voted to receive it.

The following is a summary of the studies completed during this fiscal year:

1. *Active and Passive Listening under Conditions of Normal and Compressed Speech Rates.*

In six studies involving both elementary and high school subjects, methods for learning through listening materials from three curricular areas were compared. Results indicated that active participation in the listening process through mental review of note-taking resulted in superior comprehension and that material presented at normal rates of speech was learned more readily than that presented at rates of moderate speech compression.

2. *The Discriminability of Lines Used in Embossed Paper Maps.*

Systematic comparison of twenty-one linear symbols used in paper map production resulted in identification of a set of thirteen symbols with a very high degree of comparative legibility.

3. *Exploratory Study of the Behavior of Blind Students in Map Reading.*

Analysis of slow-motion picture records of students' behavior in map reading tasks resulted in identification of a number of problems. These data were used in formulation of plans for further research in this area.

4. *Evaluation of a Machine-Scorable Answer Sheet.*

Further trial use of the Braille test answer sheet designed by personnel of the Educational Testing Service revealed an error rate which precludes use of this device.

5. *A 1966 Reappraisal of the Relationship between Visual Acuity and Mode of Reading for Blind Children.*

Trends appearing between 1963 and 1966 include an apparent decrease in both the numbers of children listed as reading Braille and large print, greater emphasis on the use of residual vision in the schools, and a significant increase in the number of children classified as ungraded.

Several of the visitors assisted the committee and the Department by offering their views on the projects. The approximately 50 visitors present were given the full report before the discussion began.

Dr. Nolan answered an inquiry about what was planned beyond fiscal 1968 in the map studies by saying that a dearth of perceptual studies whose findings might be applied have forced the approach to be an empirical one. He also pointed out the lack of a systematic approach to reading graphics which was displayed by students with whom his researchers have worked.

An inquiry as to the Department's relationship to colleges and universities was answered by saying that George Peabody College students will be doing some work in and for the Department. However, no formal affiliation with any institution of higher learning has been established in spite of the fact that a great deal of time and effort has been spent looking into such affiliations.

The Committee commended the Printing House staff and administration for their productive efforts and fine attitude toward research. The meeting was adjourned at 2:40 P.M.

Respectfully submitted,

CHARLES C. WOODCOCK, *Chairman*

# REPORT OF TANGIBLE APPARATUS COMMITTEE

October 24, 1967

The Committee on Tangible Apparatus held its regular meeting on Sunday, October 22, 1967, at the American Printing House for the Blind, beginning at 3:00 P.M., with the following members present:

Miss Elinor H. Long, Chairman  
Mr. Guy J. Marchisio  
Mr. Armin G. Turechek  
Mr. Maurice Olsen

Members of the American Printing House staff and a number of Ex-Officio Trustees and guests were also in attendance.

Mr. Virgil E. Zickel presented his report of the year's activities in the development and production of tangible apparatus, stating that generally sales had increased, especially those of maps and globes and tape recorders, and that nearly all items were available from stock. He called the Committee's attention to improvements in the Shafer Reading Stand, Lavender Writer, and plastic pocket slate, and to the need for substituting plastic for the wooden slate boards. The Committee suggested that APH produce these without enclosing the back of the board, unless reaction from the field indicates that backing is more desirable. We thank Mr. Zickel for his fine report and wish to commend him and his staff for the diligence with which they attack the many problems associated with this aspect of materials for the blind.

No new tangible materials were presented for Committee action at this meeting. However, Mr. Carl Lappin and his assistant, Mr. David Keller, shared with the Committee items illustrative of the type of devices being suggested by teachers and other field persons in conjunction with the Instructional Materials Reference Center. Mr. Olsen and Mr. Woodcock also demonstrated "teacher-made" materials of this kind. The items, which included a thermometer, a calendar, a "Travel Log" game, a paper-guide holder for the Perkins Braille, special blocks, an electronic circuit, a full-page slate, and a book holder, were



rudimentary, requiring further exploration, technical development, field testing, and evaluation before the Committee could arrive at any decision regarding production.

The Committee appreciates the opportunity of keeping abreast of developments in the IMRC program. It also wishes to encourage the Printing House in continuing its recognized role of leadership in the development of tangible apparatus for the blind and expresses the hope that among its resources in this effort it will enumerate not only its own capable staff but also its Ex-Officio Trustees Committees. Certainly the Committee on Tangible Apparatus is anxious to assist in whatever way it can.

Respectfully submitted,

ELINOR H. LONG, *Chairman*

## REPORT OF THE VICE-PRESIDENT AND GENERAL MANAGER

October 24, 1967

Mr. Barr has already welcomed our Ex-officio Trustees on behalf of the Corporate Board, but I should like to add a word from our staff and myself. Probably no other four days in our working year are as important to the Printing House as those of our Annual Meeting: First, because these meetings require that we make basic evaluations of what we have accomplished, or not accomplished, during the past twelve months; and, Second, because it is here that we have the opportunity to discuss with the professional administrators of programs for the education of blind children the problems you face and the responsibility for and the manner in which the Printing House can best be of help. True, it is not always possible for us to do everything you want done, or at least not immediately, but without your taking the time to be with us and discuss, face to face, not only your needs but the Printing House's resources to meet these needs, we can never hope to achieve our mutual goals. I, too, thank you for being with us these past four days.

The 1967 fiscal year, ending last June 30th, was another one of steady growth, not only in the amount of materials distributed, but in the variety of items provided from all departments. Happily, too, we were able to decrease the total over-all value of finished inventory on hand by some \$50,000. In commenting on these accomplishments, I should like to point out that the decreases in inventory in the Braille, Talking Book, and Educational aids departments were achieved primarily through tighter controls of manufacturing orders and increased efficiency of new equipment and manufacturing procedures. However, the biggest drop came in the Large Type finished inventory, and this was accomplished by a large write-off of stocks of titles which had been in the catalog for many years, and for which there seemed little hope of much future sales. These books have not as yet been actually discarded, and will not be until a new catalog is issued in 1968, so that they are still available for purchase until that time.

I should like to point out to you, however, that the Printing

House cannot continue to take a financial loss each year by writing off large amounts of finished goods and hope to keep financially sound. As we have discussed with you these past few days, the Printing House has a severe problem with large type production. If we are to continue to keep to our present high standards of finished product, we are faced with running initial printings of 150 to 200 copies. From our experience, too many textbooks and other educational materials do not warrant this large number of copies over-all. We are therefore faced with the alternative of using other processes of large type reproduction which necessitate lowering of standards of excellence of the final product, or perhaps reaching the decision not to produce books at all for which there is a total demand of less than 125-150 copies. If our evaluation of the changes in modern education is correct, the need for large editions of basic core textbooks is going to decrease, and we must therefore face the facts that, not only will we have to produce books of lesser quality, but also increase our unit prices for all items in the large type catalog. Please know that we are making every effort to search the commercial printing field to try to find some less-expensive, but good-quality, method of reproduction of large type materials.

All of which brings me to the obvious fact that all catalog prices of Printing House items are probably due for an advance, simply because of the increase in the Federal Minimum Wage Law. Through the introduction of new methods of production and installation of more modern equipment, it has been possible to offset increased wages made effective last February 1st. However, a further advance of 20 cents an hour to a minimum of \$1.60 as of next February 1st, which must be translated across the board to all of our employees, plus a comparable increase in the cost of raw materials, is going to mean something else. No changes in catalog prices will be made until some time after the first of the year, when we have had time to evaluate the repercussions of the wage increases, but following thereafter it is expected that new catalogs will be issued which will reflect the additional costs.

As was true last year, it was not possible to send you notification of the quota allocations on July 1st, simply because the appropriation had not been passed by the Congress. However,



we were advised of agreement between the Senate and the House on our appropriation in early September (although the full appropriation for HEW has not as yet been passed), and notified you at that time of a per capita allotment of just slightly less than \$60 — a jump of \$10 over the previous year. I should also like to report at this time that the quota allocations for the six schools which had previously not been approved as being in compliance with the Civil Rights Act, were released to them in late spring, on order of the Department of Health, Education, and Welfare.

A year ago, we reported that a plan had been developed to utilize our computer equipment to help all of you in reporting your pupil registrations, but that the plan could not go into effect for last January because the necessary equipment could not be installed prior to February, 1967. During the past few days we have submitted the new forms to you for your examination. It is our plan to use these new forms when we send out the notices on November 15th requesting the registrations as of January 1, 1968. No doubt, there will be some difficulties at first, but it is our hope that these new forms will materially reduce the work to be done at your end in filing the registrations. It is also our hope that, in view of the additional help we shall thereby be able to give you, you in return will see to it that the reports are turned into the Printing House more nearly on the due date of March 1st than has been true in the past. Most of you are both accurate and prompt in your reporting; however, some are neither accurate nor prompt. Our problem is simply that we cannot make an over-all count to note possible duplications and discrepancies between reports from different schools and State departments until *all* the reports are in, so that we can check with you individually. We do urge that you make every effort to get the reports to us promptly this year. It is to your advantage and ours to do so.

Through a Federal grant, we have established a new Materials Instruction Center, the only in the country which deals solely with educational materials for the blind on a national basis. I hope you have had the time while you were with us to visit this department, with its spacious new quarters and many exhibits. To us at the Printing House it is most important that we integrate our work under the Federal quota system with the



efforts put out throughout the country by volunteers, as well as other local and State materials centers, to provide those items for the education of blind children which are not suitable for reproduction on a multiple-copy basis. In passing, may I also point out that transferral of this department to another part of the building will shortly make possible the consolidation once again of all facets of the Editorial Department on the second floor of our Administration Building.

The past year has seen a number of major renovations and innovations in the Talking Book Department. All of us at the Printing House are very excited about the possibilities of 8-1/3 rpm recording, and are delighted that our own recorded editions of the *READER'S DIGEST* and *NEWSWEEK MAGAZINE* will be the first Talking Book periodicals to be published at this rate of speed. We are also excited about our new venture into a recorded foreign-language magazine—the Spanish edition of *THE READER'S DIGEST*. Most importantly, we feel that our new variable-speed Talking Book reproducer will prove a real boon, particularly to college students and others who thereby can speed up, in accordance with their own capabilities, the rate of reading of the Talking Books to which they listen.

I should also like to make note of the advances being made in the computerizing of Braille. Again, our Braille department is most enthusiastic about the possibilities of utilizing ink-print compositors' tapes as input to our system of producing Braille printing plates through a computer programmed for Braille, plus the research program to translate mathematical and scientific materials by computer. One unexpected good fortune we have experienced during the past three to four months is that two former excellent stereotypists, who left the Printing House several years ago to raise families, have come back to us on a regular basis. This means that we have been able to add two experienced Braillists to our regular embossing force. These are women who have needed only a week or two of in-service training to get back into routine, instead of our having to hire two neophytes who would take two years, at least, to train to the same level of efficiency. It is also much to our credit that these women have wanted to come back to the Printing House to work — because they like working with and for us.

One departmental expansion which has not yet been in-

augurated, but which will be in the near future, is the coordination of administration of all grants for all departments under our Department of Education Research. This action is being taken: First, because a specific sophistication of knowledge is required, not only to obtain grants but to administer them within the limitations laid down for each; and Second, since most grants received are fundamentally of a research nature, all of our research activities, whether they involve one or several departments (including the Educational Research Department), should be synchronized so as to make for a cohesive over-all approach from all facets of Printing House activities.

During the past year there have been two important visits of groups to the Printing House which I should like to tell you about. The first was the Winter Regional Meeting of the National Braille Association last January. As our professional Trustees well know, it is the members of this Association — the volunteer Braillists, recordists, and producers of limited copies of large type books — who take up the slack in producing the small-copy editions of materials which the Printing House cannot provide on a multiple-copy basis. About 35 volunteers from a number of states spent a morning at our plant on a detailed tour of our various departments, and then were hosted by the Printing House at a luncheon, following which each of our departmental heads gave a review of his or her departmental set-up, purposes and procedures. I do not believe that the importance of this meeting can be over-estimated, because, for the first time, it established, on a formal basis, the desire of the Printing House to work hand-in-hand with the volunteer transcribers, recorders and large-type producers to make available the educational materials needed by blind children wherever they may be — our common goal.

The second important visitors came in Middle August. These were the educational administrators from all over the world who the following week attended the International Conference of Educators of Blind Youth at Perkins School for the Blind, Watertown, Massachusetts. About 40 such administrators came to this meeting, which again consisted of a morning tour of the Printing House and lunch. Unfortunately, their travel schedule precluded the kind of presentation made by our staff members to the NBA group, although happily, two of our

staff and myself were able to attend the meeting in Watertown. We have had many letters of inquiry about information, etc., not to say orders for materials, from many of these people since they returned home.

One other important meeting is yet to be held in late February, 1968. This will be the Conference on Research and Development in the Area of Braille, sponsored by the MIT Sensory Aids Evaluation and Development Center. Since all previous meetings of this group have been held at MIT in Cambridge, Massachusetts, the Printing House is honored that they desire to come to visit our operations. The subject matter of the conference will cover a large array of technical discussions on various facets of Braille production, from electrically-operated Braille typewriters to the most sophisticated computer Braille output, not to mention special problems of computer tactile coding of Braille mathematics, music Braille, and shorthand Braille. Our staff is looking forward to this meeting.

In closing, I extend my gratitude to both our Corporate and Ex-Officio Trustees; it is almost impossible to tell you how much your interest and help means to me as your administrator. And, to our staff and employees, I again want to give great thanks and appreciation; without their ingenuity and dedication, nothing would be forthcoming to fulfill the directives of the Board of Trustees.

Respectfully submitted,

FINIS E. DAVIS

*Vice President and General Manager*



# BALANCE SHEET

June 30, 1967

## ASSETS

### GENERAL FUND

#### CURRENT ASSETS

Cash .....	\$	76,590	
Accounts receivable .....		299,288	
Temporary investments, at cost (market value \$99,770) .....		99,265	
Inventories			
Finished goods .....	\$1,049,920		
Work in process .....	174,747		
Materials .....	342,377	1,567,044	
Supplies .....		26,760	
Prepaid expense .....		5,914	
Total Current Assets .....			\$2,074,861

#### FIXED ASSETS

	<i>Cost</i>	<i>Accumulated Depreciation</i>	<i>Book Value</i>
Land .....	\$ 11,907	\$	\$ 11,907
Buildings .....	1,803,326	321,668	1,481,658
Machinery .....	710,054	440,826	269,228
Office equipment .....	99,939	84,064	15,875
Net Fixed Assets .....	<u>\$2,625,226</u>	<u>\$ 846,558</u>	<u>1,778,668</u>

TOTAL ASSETS — GENERAL FUND ..... \$3,853,529

### SPECIAL FUNDS

#### BUILDING FUND

Cash .....	\$	2,747	
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#### ENDOWMENT FUND

Cash .....	\$	23,461	
Investments, at cost (market value \$1,477,758) .....		<u>1,370,288</u>	1,393,749

#### SPECIAL GIFTS FUND

Cash .....	\$	15,291	
Investments, at cost (market value \$89,900) .....		<u>93,913</u>	109,204

#### READER'S DIGEST FUND FOR THE BLIND

Cash .....	\$	43,621	
Investments, at cost (market value \$588,670) .....		<u>594,642</u>	638,263

#### NEWSWEEK TALKING MAGAZINE FUND FOR THE BLIND

Cash .....	\$	33,127	
Investments, at cost (market value \$58,950) .....		<u>59,392</u>	92,519

TOTAL ASSETS — SPECIAL FUNDS ..... 2,236,482

TOTAL ASSETS ..... \$6,090,011



## LIABILITIES AND NET WORTH

### GENERAL FUND

#### CURRENT LIABILITIES

Accounts payable .....	\$ 171,479	
Unexpended grant funds .....	42,070	
Total Current Liabilities .....		\$ 213,549

#### NET WORTH

Capital investment .....	\$2,110,991	
Reserve for contingencies .....	1,528,989	
Total Net Worth .....		<u>3,639,980</u>

#### TOTAL LIABILITIES AND

NET WORTH — GENERAL FUND .....		\$3,853,529
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### SPECIAL FUNDS

#### BUILDING FUND

Principal balance .....	\$ 2,747
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#### ENDOWMENT FUND

Principal balance .....	\$1,146,726	
Income balance .....	247,023	1,393,749

#### SPECIAL GIFTS FUND

Principal balance .....	109,204
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#### READER'S DIGEST FUND FOR THE BLIND

Principal		
Editions .....	\$ 268,302	
Extensions .....	357,961	
Endowment .....	12,000	638,263

#### NEWSWEEK TALKING MAGAZINE FUND FOR THE BLIND

Principal balance .....	<u>92,519</u>
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#### TOTAL LIABILITIES AND PRINCIPALS —

SPECIAL FUNDS .....		<u>2,236,482</u>
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TOTAL LIABILITIES AND NET WORTH .....		<u><u>\$6,090,011</u></u>
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# STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

For the Fiscal Year Ended June 30, 1967

CASH BALANCE, JULY 1, 1966 .....	\$ 225,211
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## RECEIPTS

From U. S. Government "to provide for the education of the blind" .....	\$ 962,500	
From U. S. Government "to render advisory services" .....	75,000	
Products provided to other agencies .....	1,677,456	
Reader's Digest Fund contributions .....	466,853	
Special Gifts Fund contributions .....	68,682	
Newsweek Fund contributions .....	207,545	
Endowment Fund contributions .....	123,903	
Building Fund contributions .....	20,538	
Interest and dividends received .....	79,938	
Investments liquidated .....	369,555	
Sale of scrap and other income .....	3,762	
Total Receipts .....	4,055,732	

TOTAL CASH AVAILABLE .....	\$4,280,943
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## DISBURSEMENTS

Salaries and wages .....	\$1,534,664	
Materials .....	768,680	
Manufacturing supplies .....	33,959	
General factory overhead expenses .....	109,840	
Shipping supplies and expense .....	56,323	
Research and experimental expense .....	38,291	
Fund raising, labor .....	51,581	
Fund raising, materials and supplies .....	119,929	
Administrative and office expense .....	82,326	
Retirement Fund .....	111,475	
Payroll taxes .....	80,501	
I.B.M. operation .....	32,802	
Cost of advisory services rendered .....	75,000	
Investments purchased .....	896,548	
Factory and office equipment .....	54,583	
Building construction and alterations .....	49,077	
Total .....	\$4,095,579	
Less cash discounts taken .....	(9,473)	
Total Disbursements .....	4,086,106	

CASH BALANCE, JUNE 30, 1967 .....	\$ 194,837
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## CONSISTING OF

General Fund .....	\$ 76,590	
Building Fund .....	2,747	
Endowment Fund .....	23,461	
Reader's Digest Fund .....	43,621	
Newsweek Talking Magazine Fund .....	33,127	
Special Gifts Fund .....	15,291	
Total .....	\$ 194,837	

COTTON AND ALLEN

CERTIFIED PUBLIC ACCOUNTANTS

LOUISVILLE 2, KY.

October 12, 1967

American Printing House for the Blind, Inc.  
Louisville, Kentucky

Gentlemen:

We have examined the balance sheet of the American Printing House for the Blind, Inc. as of June 30, 1967, and the cash receipts and disbursements for the fiscal year then ended. Our examination was made in accordance with generally accepted auditing standards and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the accompanying balance sheet and statement of cash receipts and disbursements present fairly the financial position of the American Printing House for the Blind, Inc. as of June 30, 1967, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year, and the cash receipts and disbursements for the year then ended.

Respectfully submitted,

COTTON AND ALLEN

# DISBURSEMENTS

## UNITED STATES GOVERNMENT ACCOUNT

July 1, 1966 — June 30, 1967

*Expenditures for Manufacturing — Labor and Materials:*

Services .....	\$577,115.14	
Stereograph Metal .....	29,767.90	
Vacuum-form Plastic .....	6,000.00	
Large Type Film and Plates .....	14,870.94	
Printing and Binding Materials .....	230,621.81	
Printing and Binding Supplies .....	5,379.36	
Tangible Apparatus Materials .....	<u>98,744.85</u>	
		\$ 962,500.00

*Expenditures for Advisory Services:*

Salaries and Related Costs .....	\$ 60,013.11	
Staff Travel .....	12,261.43	
Committee Travel and Expense .....	<u>2,725.46</u>	
		75,000.00
		<u>\$1,037,500.00</u>



# PRODUCTION RECORDS FOR THE FISCAL YEARS 1965-1967

	1964-65	1965-66	1966-67
<i>Press-Braille Publications:</i>			
Number of Plates Sterotyped .....	158,761	156,680	146,486
Number of Titles Embossed:			
Literary .....	450	324	378
Music .....	17	43	95
Magazines .....	697	687	705
Number of Pages Printed .....	65,137,960	58,921,940	58,469,048
Number of Volumes Bound:			
Sewed Binding .....	85	-----	-----
Limited Binding .....	159,113	139,677	139,965
Number of Pamphlets Published:			
Pressboard Covers .....	832	208	50
Jute Covers .....	47,440	37,042	36,738
Paper Covers .....	76,342	31,830	56,480
Number of Magazines Published .....	544,079	532,895	529,126
Number of Music Selections Published .....	1,420	1,209	9,514
Number of Alphabet Cards Printed .....	2,209,340	1,750,125	2,750,864
<i>Vacuum-Formed Braille Plate Publications:</i>			
Number of Plates Vacuum Formed .....	408	1,342	-----
Number of Pages Printed .....	412,406	564,240	169,941
Number of Volumes Bound .....	4,485	5,562	1,374
<i>Large Print Books:</i>			
Number of Plates Made .....	25,542	11,898	16,239
Number of Titles Published .....	87	83	68
Number of Pages Printed .....	21,717,138	14,408,010	10,419,234
Number of Books Bound .....	54,680	48,184	39,504
Number of Pamphlets Bound .....	37,174	31,564	21,063
<i>Talking Books:</i>			
Number of Masters Recorded .....	3,565	3,300	3,869
Number of Books Recorded .....	133	169	248
Number of Magazines Recorded .....	231	262	255
Number of Records Pressed .....	1,472,744	1,556,231	1,807,713
Number of Albums Made (Limited) .....	1,192	1,832	3,620
Number of Talking Book Containers Made:			
Black Fibre .....	111,642	80,579	164,304
Number of Reproducers Made .....	260	242	96
Earphones .....	300	350	300
<i>Tapes:</i>			
REAL .....	3,392	1,115	1,372
Tapes Duplicated .....	-----	11,477	4,725
<i>Tangible Apparatus Manufactured:</i>			
Maps (Dissected) .....	2	71	58
Map Easels .....	15	16	30
Globes 12" .....	100	98	269
Globes 30" .....	50	25	10
Globe Mileage Scales, 12" .....	50	-----	-----
Globe Mileage Scales, 30" .....	81	-----	99
Map Plaques .....	-----	337	348
Storage Folders for U. S. Map Group .....	30	50	100
U. S. Map Groups:			
Plastic .....	80	124	137
Braille .....	-----	-----	517
Large Type .....	850	-----	696
U. S. Territorial Expansion .....	-----	-----	49
Braille Atlases .....	-----	3,101	-----
Slates .....	9,481	5,816	7,490
Plastic Slates .....	-----	14,761	537

<i>Tangible Apparatus Manufactured:</i>	1964-65	1965-66	1966-67
Styluses .....	20,662	5,979	15,733
Braille Erasers (Wooden) .....	1,050	.....	10,584
Teflon Erasers .....	1,050	.....	1,281
Perkins Brailers .....	472	506	383
New Hall Braillewriters and Cases .....	84	33	47
Lavender Writers .....	395	290	194
Spelling Frames and Words (sets) .....	.....	684	.....
Constructo Sets .....	150	.....	.....
Cranmer Abacus .....	3,550	1,859	3,872
Graphic Aids to Mathematics .....	250	.....	239
Mitchell Forms .....	.....	.....	203
Braille Clock Faces .....	.....	.....	.....
A.P.H. Cubarithm Slates .....	.....	740	885
A.P.H. Braille Cubes (sets) .....	377	1,120	1,081
Brannan Cube Slates .....	.....	221	458
Brannan Braille Cubes (sets) .....	277	.....	588
Taylor Arithmetic Slates .....	194	281	.....
Texas Slates .....	261	.....	.....
Kine Mutiply Vizr .....	.....	152	.....
Hoff Aids .....	20	8	44
Brown Slates .....	485	375	277
Beetz Notation Graphs .....	100	70	.....
Script Writing Boards .....	1,100	.....	.....
Signature Guides .....	.....	522	.....
L. T. Writing Paper (lbs.) .....	9,337	11,191	3,235
Bold Line Writing Paper (lbs.) .....	7,011	9,910	4,156
Pencil Writing Paper (Pads) .....	1,037	502	754
Ringed Notebooks .....	2,519	2,789	2,062
Fillers for Notebooks .....	3,053	5,637	3,290
Transcribing Paper (rms.) .....	5,395	6,555	5,768
Brown Braille Paper (pkgs.) .....	1,625	3,663	2,277
Perforated Braille Paper .....	645	.....	.....
Krebs' Binders .....	6,053	5,328	4,701
Brailon (19-hole) (pkgs.) .....	210	300	964
Brown Braille Paper (19-hole) (rms.) .....	20	50	.....
Transcribing Paper (19-hole) (rms.) .....	245	380	725
Glue-down Rulers .....	.....	.....	582
Plastic Rulers .....	1,039	1,311	.....
Raised Line Checkbook .....	.....	504	.....
Gore Reading Stands .....	158	100	97
Piano Racks for Sightsavers .....	25	25	50
Shafer Reading Stands .....	203	50	99
Master Cubes .....	415	.....	.....
Audible Goal Locaters (Stationary) .....	39	50	25
Portable Goal Locator .....	.....	.....	25
Swail Dot Inverter and Pad .....	500	.....	497
Stokes Place Holders .....	206	304	207
A.P.H.-adapted Tape Recorders .....	221	215	2,187
Schott Mathematics Aids:			
Numberaid .....	681	.....	183
Calculaid .....	427	200	129
Numberaid with Calculaid .....	75	.....	183
Fractionaid (Braille) .....	.....	72	15
Fractionaid (Large Type) .....	30	.....	12
Geometraid .....	.....	.....	116
Measure Aid .....	.....	30	.....
Protractor .....	.....	.....	.....
Plastislate (Large Type) .....	558	.....	.....
Friction Pad Sets .....	.....	99	.....
Sports Fields Kit .....	.....	50	99
Roughness Discrimination Test .....	.....	51	100
Desk Top Reading Stand .....	.....	.....	48

# LIST OF THE PUBLIC INSTITUTIONS

## for the

# EDUCATION OF THE BLIND IN THE

## UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1967, according to the law of Congress approved March 3, 1879; June 25, 1906; August 4, 1919; December 22, 1927; August 23, 1937; May 22, 1952; August 2, 1956; and September 22, 1961, entitled "An Act to Promote the Education of the Blind";

	January 1966 No of Pupils	Amount of Quota for the Year Ending June 30, 1967
Alabama Institute for the Deaf and Blind Talladega, Alabama .....	308	\$15,367.27
Alabama State Department of Education Montgomery, Alabama .....	53	2,644.37
Alaska State Department of Education Juneau, Alaska .....	8	399.15
Arizona State School for the Deaf and Blind Tucson, Arizona .....	94	4,690.01
Arizona State Department of Education c/o Arizona State School for the Deaf and the Blind Tucson, Arizona .....	57	2,843.94
Arkansas Enterprises for the Blind Little Rock, Arkansas .....	50	2,494.69
Arkansas School for the Blind Little Rock, Arkansas .....	149	7,434.17
Arkansas State Department of Education c/o Arkansas School for the Blind Little Rock, Arkansas .....	6	299.36
California School for the Blind Berkeley, California .....	154	7,683.64
California State Department of Education Sacramento, California .....	1,635	81,576.25
Colorado School for the Deaf and the Blind Colorado Springs, Colorado .....	72	3,592.35
Colorado State Department of Education Denver, Colorado .....	162	8,082.79
Oak Hill School Hartford, Connecticut .....	122	6,087.03
Mansfield State Training School and Hospital Mansfield Depot, Connecticut .....	13	648.62
Connecticut State Board of Education and Services for the Blind Hartford, Connecticut .....	273	13,620.99
Delaware Commission for the Blind Wilmington, Delaware .....	14	698.51
Delaware State Department of Public Instruction Dover, Delaware .....	45	2,245.22
Florida School for the Deaf and the Blind St. Augustine, Florida .....	214	10,677.26

	January 1966 No of Pupils	Amount of Quota for the Year Ending June 30, 1967
Florida Council for the Blind Rehabilitation Center Daytona Beach, Florida .....	31	1,546.70
Florida State Department of Education Tallahassee, Florida .....	358	17,861.95
Georgia Academy for the Blind Macon, Georgia .....	199	9,928.86
Georgia State Department of Education Atlanta, Georgia .....	255	12,722.90
Diamond Head School Honolulu, Hawaii .....	22	1,097.66
Hawaii State Department of Education Honolulu, Hawaii .....	48	2,394.90
Idaho State School for the Deaf and the Blind Gooding, Idaho .....	16	798.30
Idaho State Department of Education c/o Idaho State School for the Deaf and the Blind Gooding, Idaho .....	11	548.83
Illinois Braille and Sight-Saving School Jacksonville, Illinois .....	209	10,427.79
Hope School Springfield, Illinois .....	10	498.94
Illinois Visually Handicapped Institute Chicago, Illinois .....	28	1,397.02
Lincoln State School Lincoln, Illinois .....	9	449.04
Illinois State Department of Public Instruction Springfield, Illinois .....	603	30,085.92
Indiana School for the Blind Indianapolis, Indiana .....	207	10,328.01
Muscatatuck State School Butlerville, Indiana .....	16	798.30
Indiana State Department of Public Instruction Indianapolis, Indiana .....	163	8,132.68
Iowa Braille and Sight-Saving School Vinton, Iowa .....	125	6,236.72
Iowa Commission for the Blind Des Moines, Iowa .....	31	1,546.70
Woodward State Hospital-School Woodward, Iowa .....	13	648.62
Iowa State Department of Public Instruction Des Moines, Iowa .....	111	5,538.20
Kansas School for the Blind Kansas City, Kansas .....	143	7,134.81
Kansas Rehabilitation Center for the Adult Blind Topeka, Kansas .....	15	748.41
Kansas State Department of Public Instruction Topeka, Kansas .....	199	9,928.86
Kentucky School for the Blind Louisville, Kentucky .....	144	7,184.70
Frankfort State Hospital and School Frankfort, Kentucky .....	10	498.94
Kentucky State Department of Education Frankfort, Kentucky .....	67	3,342.88



	January 1966 No of Pupils	Amount of Quota for the Year Ending June 30, 1967
Louisiana State School for the Blind Baton Rouge, Louisiana .....	106	5,288.73
Louisiana State School for the Blind Southern University Baton Rouge, Louisiana .....	81	4,041.39
Pinecrest State School Pineville, Louisiana .....	18	898.09
Louisiana State Department of Education Baton Rouge, Louisiana .....	137	6,835.45
Pineland Hospital and Training Center Pownal, Maine .....	8	399.15
Maine State Department of Public Instruction Augusta, Maine .....	82	4,091.28
Maryland School for the Blind Baltimore, Maryland .....	283	14,119.93
Mary G. Ziegler School Laurel, Maryland .....	11	548.83
Maryland State Department of Education Baltimore, Maryland .....	204	10,178.32
Perkins School for the Blind Watertown, Massachusetts .....	269	13,421.42
Boston Center for Blind Children Boston, Massachusetts .....	23	1,147.56
Walter E. Fernald State School Waverly, Massachusetts .....	15	748.41
Massachusetts State Department of Education Boston, Massachusetts .....	318	15,866.21
Michigan School for the Blind Lansing, Michigan .....	233	11,625.24
Michigan State Department of Education Lansing, Michigan .....	541	26,992.51
Minnesota Braille and Sight-Saving School Faribault, Minnesota .....	81	4,041.39
Minnesota State Department of Education St. Paul, Minnesota .....	265	13,221.84
Mississippi School for the Blind Jackson, Mississippi .....	171	8,531.83
Mississippi State Department of Education Jackson, Mississippi .....	28	1,397.02
Missouri School for the Blind St. Louis, Missouri .....	196	9,779.18
Missouri State Department of Education c/o Missouri School for the Blind St. Louis, Missouri .....	117	5,837.56
Montana School for the Blind Great Falls, Montana .....	34	1,696.39
Montana State Department of Education Helena, Montana .....	25	1,247.34
Nebraska School for the Visually Handicapped Nebraska City, Nebraska .....	82	4,091.28
Nebraska State Department of Education Lincoln, Nebraska .....	48	2,394.90
Nevada State Department of Education Carson City, Nevada .....	35	1,746.28

	January 1966 No of Pupils	Amount of Quota for the Year Ending June 30, 1967
Crotched Mountain Rehabilitation Center Greenfield, New Hampshire .....	6	299.36
New Hampshire State Department of Education Concord, New Hampshire .....	74	3,692.13
New Jersey Commission for the Blind Newark, New Jersey .....	662	33,029.65
New Jersey State Department of Education Trenton, New Jersey .....	101	5,039.26
New Mexico School for the Visually Handicapped Alamogordo, New Mexico .....	93	4,640.11
New Mexico State Department of Education c/o New Mexico School for the Visually Handicapped Alamogordo, New Mexico .....	7	349.26
New York Association for the Blind New York, New York .....	84	4,191.07
New York Institute for the Education of the Blind New York, New York .....	155	7,733.53
New York State School for the Blind Batavia, New York .....	186	9,280.24
Lavelle School for the Blind New York, New York .....	211	10,527.58
New York State Department of Education Albany, New York .....	1,289	64,313.02
Governor Morehead School Raleigh, North Carolina .....	372	18,560.47
North Carolina State Commission for the Blind Raleigh, North Carolina .....	39	1,945.85
North Carolina State Department of Public Instruction Raleigh, North Carolina .....	159	7,933.11
North Dakota School for the Blind Grand Forks, North Dakota .....	31	1,546.70
North Dakota State Department of Public Instruction Bismarck, North Dakota .....	6	299.36
Ohio State School for the Blind Columbus, Ohio .....	203	10,128.43
Ohio State Department of Education Columbus, Ohio .....	696	34,726.04
Oklahoma School for the Blind Muskogee, Oklahoma .....	107	5,338.63
Oklahoma State Department of Education Oklahoma City, Oklahoma .....	39	1,945.85
Oregon State School for the Blind Salem, Oregon .....	107	5,338.63
Oregon State Department of Education Salem, Oregon .....	149	7,434.17
Overbrook School for the Blind Philadelphia, Pennsylvania .....	291	14,519.08
Western Pennsylvania School for Blind Children Pittsburgh, Pennsylvania .....	216	10,777.05
Royer-Greaves School for the Blind Paoli, Pennsylvania .....	70	3,492.56
Upsal Day School Philadelphia, Pennsylvania .....	26	1,297.24

	January 1966 No of Pupils	Amount of Quota for the Year Ending June 30, 1967
Pennsylvania State Department of Public Instruction		
Harrisburg, Pennsylvania .....	736	36,721.78
Rhode Island State Department of Education		
Providence, Rhode Island .....	131	6,536.08
South Carolina School for the Deaf and the Blind		
Spartanburg, South Carolina .....	144	7,184.70
South Carolina State Department of Education		
Columbia, South Carolina .....	78	3,891.71
South Dakota School for the Blind		
Aberdeen, South Dakota .....	41	2,045.64
South Dakota Service to the Blind		
Sioux Falls, South Dakota .....	9	449.04
South Dakota State Department of Public Instruction		
Pierre, South Dakota .....	14	698.51
Clover Bottom Hospital and School		
Donelson, Tennessee .....	9	449.04
Tennessee School for the Blind		
Nashville, Tennessee .....	193	9,629.49
Tennessee State Department of Education		
Nashville, Tennessee .....	163	8,132.68
Texas School for the Blind		
Austin, Texas .....	252	12,573.22
Moody State School for Cerebral Palsied Children		
Galveston, Texas .....	3	149.68
Texas Education Agency		
Austin, Texas .....	565	28,189.96
Utah Schools for the Deaf and Blind		
Ogden, Utah .....	67	3,342.88
Utah State Department of Education		
Salt Lake City, Utah .....	54	2,694.26
Vermont State Department of Education		
Montpelier, Vermont .....	18	898.09
Virginia School for the Deaf and Blind		
Staunton, Virginia .....	157	7,833.32
Virginia School at Hampton		
Hampton, Virginia .....	84	4,191.07
Virginia Commission for the Visually Handicapped		
Richmond, Virginia .....	15	748.41
Virginia State Board of Education		
Richmond, Virginia .....	241	12,024.39
Washington State School for the Blind		
Vancouver, Washington .....	111	5,538.20
Washington State Department of Public Instruction		
Olympia, Washington .....	215	10,727.16
West Virginia School for the Deaf and Blind		
Romney, West Virginia .....	124	6,186.83
West Virginia State Department of Education		
Charleston, West Virginia .....	122	6,087.03
Wisconsin School for the Visually Handicapped		
Janesville, Wisconsin .....	160	7,983.00
Wisconsin State Department of Public Instruction		
Madison, Wisconsin .....	122	6,087.03
Wyoming State Department of Education		
Cheyenne, Wyoming .....	36	1,796.17

	January 1966 No of Pupils	Amount of Quota for the Year Ending June 30, 1967
Pilot School for Blind Children, Inc. Washington, D. C. ....	12	598.72
District of Columbia Public Schools Washington, D. C. ....	49	2,444.79
Instituuto Loaiza Cordero Para Ninos Ciegos Santurce, Puerto Rico ....	99	4,939.48
Puerto Rico Department of Education Hato Rey, Puerto Rico ....	2	99.79
Canal Zone Division of Schools Balboa Heights, Canal Zone ....	3	149.68
	<hr/> 19,291	<hr/> \$962,500.00





